

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET

BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

E-Mail



PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
OCTOBER 27 – 31, 2014**

MONDAY, OCTOBER 27, 2014

*6:00 pm	Land Conservation Subcommittee – <i>Budget & Regular</i>	Room 161, UW Extension 1150 Bellevue Street
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*6:15 pm	Planning, Development & Transp. Cmte – <i>Budget and Regular</i>	Room 161, UW Extension 1150 Bellevue Street
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TUESDAY, OCTOBER 28, 2014

*10:00 am	Land Information Council	Room 200, Northern Building 305 E. Walnut Street
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*4:45 pm	Education & Recreation Committee – <i>Budget and Regular</i>	Room 200, Northern Building 305 E. Walnut Street
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WEDNESDAY, OCTOBER 29, 2014

*3:30 pm	Professional Football Stadium District	Enter Bellin Health Gate 6th Level, Lambeau Field 1265 Lombardi Avenue
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*5:30 pm	Executive Committee – <i>Budget & Regular</i>	Room 200, Northern Building 305 E. Walnut Street
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THURSDAY, OCTOBER 30, 2014

(No Meetings)

FRIDAY, OCTOBER 31, 2014

(No Meetings)

HAPPY HALLOWEEN

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LAND CONSERVATION SUBCOMMITTEE

Norbert Dantine, Jr., Chair
Dave Kaster, Vice Chair
Bernie Erickson, Dave Landwehr, Tom Sieber, Norb Vande Hei

LAND CONSERVATION SUBCOMMITTEE

Monday, October 27, 2014

6:00 p.m.

(PD&T to follow)

**Room 161, Ag & Extension Service Center
1150 Bellevue Street**

**** Please Bring Budget Book **
(Combined Budget & Regular meeting)**

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEM LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/modify minutes of Land Conversation Subcommittee of September 22, 2014.

BUDGET REVIEW

REVIEW OF 2015 DEPARTMENT BUDGET

1. **Land and Water Conservation** – Review of 2015 department budget.
 - a. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Land and Water Conservation).

Non-Budget Items

2. Budget Status Financial Report for September, 2014.
3. Budget Adjustment Request (14-92): Any increase in expenses with offsetting increase in revenue.
4. Director's Report.

Other

5. Such other matters as authorized by law.
6. Adjourn.

Norb Dantine, Jr., Chair

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PLAN, DEV. & TRANS. COMMITTEE

Bernie Erickson, Chair

Dave Kaster, Vice Chair

Dave Landwehr, Norbert Dantine, Tom Sieber

PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE

Monday, October 27, 2014

Approx. 6:15 p.m. (To follow Land Con Mtg)

Room 161, Ag & Extension Service Center

1150 Bellevue Street

**** PLEASE BRING BUDGET BOOK ****
(Combined budget & regular meeting)

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON
ANY ITEM LISTED ON THE AGENDA

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of September 22, 2014.

BUDGET REVIEW

REVIEW OF 2015 DEPARTMENT BUDGETS:

1. Public Works (Highway, County Roads & Bridges, Facility Management)
 - Review of 2015 department budget.
 - a. Resolution re: Approving New or Deleted Positions during the 2015 Budget Process (Public Works).
2. Register of Deeds - Review of 2015 department budget.
 - a. Resolution re: Approving New or Deleted Positions during the 2015 Budget Process (Register of Deeds).
3. Planning & Land Services (Land Information, Planning Commission, Property Listing & Zoning)
 - Review of 2015 department budgets.
4. Port and Resource Recovery - Review of 2015 department budget.
5. Airport - Review of 2015 department budget.
6. U.W. Extension - Review of 2015 department budget.

NON-BUDGET ITEMS

7. Review minutes of:
 - a. Harbor Commission (September 8, 2014).
 - b. Revolving Loan Fund Committee (May 28, 2014).
 - c. Solid Waste Board (July 21, 2014).

Communications

8. Communication from Supervisor Zima re: A request that Planning, Development & Transportation Committee and the County Board consider providing \$20,000 to fund the final year of a three year project to complete the La Baye website project involving the "Timeline of History" portion of the website specific to Brown County History. *Referred from October County Board.*

Register of Deeds

9. Budget Status Financial Report for September, 2014.
10. Third Quarter request for payment for the La Baye Project.

Planning and Land Services

Land Information (no items)

Planning Commission

11. Update regarding development of the Brown County Farm Property – standing item.
12. Budget Status Financial Report for September, 2014.
13. **Property Listing** - Budget Status Financial Report for September, 2014.
Zoning - Budget Status Financial Report for September, 2014.

Airport

14. Budget Status Financial Report for September, 2014.
15. Director's Report.

Port and Resource Recovery

16. Port Area-Budget Status Financial Reports for September, 2014.
17. Resource Recovery Area-Budget Status Financial Report for September, 2014.
18. South Landfill/Resource Recovery Park.
 - a. Options Analysis.
 - b. Procedure for Review of Unsolicited Proposals.
19. Solid Waste Agreement Extension.
20. Food Waste & Organic Drop-off Collection Program.
21. Director's Report

Public Works

22. Ordinance Dealing with Revision of Speed Zone on CTH FF, Village of Howard.
23. Summary of Operations.
24. Director's Report.
25. Possible discussion regarding Brown County Health Department facility – Standing Item. *October motion: For Administration and Facilities to update on the overall Facility Plan with possible relocation ideas and have a recommendation for the Health Department.*

U.W. Extension – No regular agenda items.

Other

26. Audit of bills.
27. Such other matters as authorized by law.

Bernie Erickson, Chair

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AGENDA
Brown County
Land Information Council
Tuesday, **October 28, 2014**
10:00 AM
Northern Building, Room 200
305 East Walnut Street, Green Bay WI

ROLL CALL:

Mary Reinhard *County Treasurer* _____
Bill Bosiacki *Zoning Administrator* _____
Francine Roberg *Village of Ashwaubenon* _____
Tom Sieber *County Supervisor* _____
Patrick Austin *Mark D. Olejniczak Realty* _____
Terry VanHout *County Surveyor* _____
Rob Vesperman *Land & Water Conservation* _____
August Neverman *Tech Services Director* _____

Keith Deneys *Sheriffs Dept* _____
Chuck Lamine *Planning Director* _____
Cullen Peltier *Public Safety & Communications* _____
Dale Raisleger *Public Works/Highway* _____
Chad Weininger *Administration Director* _____
Jim Wallen *Real Property Lister* _____
Cathy Williquette *Register of Deeds* _____
Jeff DuMez *GIS/LIO Coordinator* _____

1. Approval of the minutes from the July 29, 2014 Land Information Council meeting
2. Budget Updates
3. Project Reports
 - a. Aerial photos
 - b. Survey Indexing
 - c. Other Strategic Plan & Smart Goal project reports.
4. Wisconsin Land Information Program report
5. Any Other Matters

Notice is hereby given that action by the Land Information Council may be taken on any of the items which are described or listed in this agenda.

ANY PERSON WISHING TO ATTEND, WHO, BECAUSE OF A DISABILITY REQUIRES SPECIAL ACCOMMODATION, SHOULD CONTACT THE BROWN COUNTY BOARD OFFICE AT 448-4015 TWO DAYS BEFORE THE MEETING SO THAT ARRANGEMENTS CAN BE MADE.

BOARD OF SUPERVISORS

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EDUCATION & RECREATION COMMITTEE

John Vander Leest, Chair
John Van Dyck, Vice-Chair
Staush Gruszynski, Corrie Campbell, Tom Katers

EDUCATION & RECREATION COMMITTEE

Tuesday, October 28, 2014

4:45 p.m.

Room 200, Northern Building

305 E. Walnut Street

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA

****PLEASE BRING BUDGET BOOK****

(Combined Budget & Regular Meeting)

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/Modify Minutes of October 1, 2014.

BUDGET REVIEW

REVIEW OF 2015 DEPARTMENT BUDGET

1. **Library:** Review of 2015 department budget.
2. **Museum** – Review of 2015 department budget.
 - a. Resolution Approving New or Deleted Positions during the 2014 Budget Process (Museum).
3. **Golf Course:** Review of 2015 department budget.
4. **NEW Zoo and Park Management:** Review of 2015 department budget.
 - a. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Zoo and Park Management).

NON- BUDGET ITEMS

5. Review Minutes of:
 - a. Library Board (September 18, 2014 and September 30, 2014).
 - b. Neville Public Museum Governing Board (October 13, 2014).

Library

6. Budget Status Financial Report for September, 2014.
7. Library Report.
 - a. Update on adjacent county reimbursement for BCL use.

Communications

8. Communication from Supervisor Zima re: Expansion of the Southwest Library Branch by approximately 1100 square feet to accommodate the library's growing needs in the children and computer areas. *October Motion: To hold for 30 days for the parties to investigate any type of pro-bono work or lower cost by an architect.*
9. Communication from Supervisor Katers re: Consider allowing dogs on the trails at Bayshore Park. *Referred from October County Board.*

Park Management & NEW Zoo

10. Parks Budget Status Financial Report for September, 2014.
11. Budget Adjustment Request (14-83): Any increase in expenses with an offsetting increase in revenue.
12. Budget Adjustment Request (14-84): Any increase in expenses with offsetting increase in revenue.
13. Parks Field Staff Report/Attendance Report.
14. Assistant Director's Report.
15. NEW Zoo Budget Status Financial Report for September, 2014.
16. NEW Zoo Monthly Activity Report:
 - a. Operations Report.
 - b. Education/Volunteer Report.
 - c. Curator Report.
 - d. Maintenance Report.
17. Zoo Director's Report.

Museum

18. Budget Status Report for September, 2014.
19. Museum Budget by Classification.
20. September 2014 Attendance.
21. Attendance 5-Year Span.
22. Director's Report.

Golf Course

23. Budget Status Financial Report for September, 2014.
24. Discussion and Approval of Contract Addendum for Golf Pro Contract. *Referred back from October County Board.*
 - a. Resolution re: To Approve Addendum No. 1 to the Jimmy O's Golf Shop Inc. Lease at the Brown County Golf Course.
25. Discussion and Approval of Contract Addendum for Safari Steakhouse Clubhouse Restaurant Contract. *Referred back from October County Board.*
 - a. Resolution re: To Approve Addendum No. 1 to the Safari Steakhouse Lease at the Brown County Golf Course.
26. Discussion and possible action regarding Oneida Tribe Golf Course Easement.
27. Discussion and possible action regarding Oneida Tribe 70 acres Easement.
28. Superintendent's Report.
29. **Resch Centre/Arena/Shopko Hall** – Complex Attendance for the Brown County Veterans Memorial Complex – August and September, 2014.

Closed Sessions

30. Open Session: Discussion with legal counsel and possible action regarding the negotiations, status and implementation of future planning in obtaining an easement at the Golf Course property.

Closed Session: Notice is hereby given that the above governmental body will adjourn into closed session on the above item Numbers 24 & 25 pursuant to Wis. Stat. §19.85(1)(e) which authorizes a closed session to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, wherever competitive or bargaining reasons require a closed session, and pursuant to Wis. Stat. §19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

31. Reconvene in Open session: Discussion with legal counsel and possible action regarding the negotiations, status and implementation of future planning in obtaining an easement at the Golf Course property.

Other

32. Audit of bills.
33. Such other matters as authorized by law.

John Vander Leest, Chair

Attachments

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

WEDNESDAY, OCTOBER 29, 2014

3:30 P.M.

1265 LOMBARDI AVENUE
LAMBEAU FIELD -- BELLIN HEALTH GATE
ENTER BELLIN HEALTH GATE – GREETER AT DOOR
TAKE ELEVATOR TO SIXTH LEVEL

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – September 24, 2014 and October 8, 2014
6. Communications:
 - A. September 28, 2014 *Green Bay Press Gazette* Article RE: Keith Zimmerman
 - B. June 24, 2014 Letter from Bill Vande Castle RE: Pecuniary Interest Issues
 - C. Late Communications (if any)
7. Meyer Theater Presentation
 - At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of Meyer Theater through District Special Events and Economic Development Fund.
 - Return to Open Session
 - Consideration of Action, If Any, Regarding Closed Session Discussion
8. CVB Presentation Regarding Special Event Funding
 - A. Dock Dogs Regional Championships - 2015
 - B. National Solo Dance Series Final - 2015
 - C. Sports Marketing Meeting - 2019
 - D. International Association of Bomb Tech. and Investigators - 2017

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

WEDNESDAY, OCTOBER 29, 2014

Page 2

- At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit; negotiation strategy regarding possible support of the above listed CVB events through the District Special Events and Economic Development Fund.
- Return to Open Session
- Consideration of Action, If Any, Regarding Closed Session Discussion

9. PMI Concert Update

- At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of PMI concert through District Special Events and Economic Development Fund.
- Return to Open Session for Possible Action, if Any, Regarding Closed Session Discussion
- Consideration of Action, If Any, Regarding Closed Session Discussion

10. September 2014 Financial Report

11. Director's Report

12. Employment/Consulting Services

- Convene into closed session pursuant to Section 19.85(1)(c) of the Wisconsin Statutes for purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to-wit: employment and consulting services.
- Return to Open Session
- Consideration of Action, If Any, Regarding Closed Session Discussion

13. Other Matters Authorized by Law (if any)

14. Motion to Adjourn

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EXECUTIVE COMMITTEE

Tom Lund, Chairman
Patrick Moynihan, Jr., Vice-Chairman
Steve Fewell, John Vander Leest, Patrick Evans
Bernie Erickson, Patrick Buckley

EXECUTIVE COMMITTEE
Wednesday, October 29, 2014
5:30 p.m.
Room 200, Northern Building
305 E. Walnut Street

**** Please Bring Budget Book ****

**** PLEASE NOTE DATE & TIME ****

- I. Call meeting to order.
- II. Approve/modify agenda.
- III. Approve/modify minutes of October 6, 2014.

BUDGET REVIEW

Communications

1. Communication from Supervisor Clancy re: To explore the possibility of giving a 1% raise to county employees. .5% this year and .5% next year.

Non-divisional Budgets

2. County Executive – Review of 2015 department budget.

Non-divisional Budgets

3. Board of Supervisors - Review of 2015 department budget.

County Executive Salary

4. Resolution re: Establishing the Salary of the County Executive an Elected Official.

Resolutions, Ordinances

5. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Administration).
6. Resolution Approving New or Deleted Positions during the 2015 Budget Process (District Attorney).
7. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Health).
8. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Human Services – Community Programs).
9. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Human Services – Community Treatment Center).
10. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Land and Water Conservation).
11. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Museum).

12. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Public Works).
13. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Register of Deeds).
14. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Sheriff).
15. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Technology Services).
16. Resolution Approving New or Deleted Positions during the 2015 Budget Process (Zoo and Park Management).

NON-BUDGET REVIEW

Vacant Budgeted Positions (Request to Fill)

17. Airport – Maintenance Mechanic - Vacated 11/10/14.
18. Child Support – Child Support Supervisor - Vacated 10/31/14.
19. Human Resources – Payroll Specialist - Vacated – 10/27/14.
20. Public Safety Communications – Office Manager I - Vacated – 10/30/14.
21. Public Works Highway – Operations Manager - Vacated – 10/24/14.

Communications

22. Communication from Supervisor Dantine re: To have Administration look into the problem of employee parking and its cost and report back. *Held for a month.*
23. Communication from Supervisor Lund re: To show all committee actions on the County Board agenda. *Referred from August Exec Cmte.*
24. Communication from County Board Chairman Moynihan re: A request for the repeal of Ordinance 2.13(4)(h); In find this to be an unnecessary mandate in regard to the formulation of the County Board agenda. *Referred from October County Board.*

Reports

25. County Executive Report.
26. Internal Auditor Report.
 - a) Board of Supervisors Budget Status Financial Report for September, 2014.
 - b) Veterans' Recognition Subcommittee Budget Status Financial Report for September, 2014.
27. Human Resources Report.

Other

28. Such other matters as authorized by law.
29. Adjourn.

Tom Lund, Chair

Notice is hereby given that action by the Committee may be taken on any of the items, which are described or listed in this agenda. The Committee at their discretion may suspend the rules to allow comments from the public during the meeting. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



OCTOBER 2014



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1 Pub Safety 11am Sheriff's Dept Ed & Rec 5:30pm Neshota Park	2 	3	4
5	6 Executive Cmte 5:30 pm	7	8	9	10	11
12 	13 <i>Columbus Day</i>	14	15 Public Safety Budget Mtg 5 pm Spc Exec 6:45 pm Board of Supervisors 7:00 pm	16	17	18
19 	20	21 Vet Subcmte 5pm Human Svc Reg & Budget 6:00 pm @ ASPIRO	22	23 Admin Reg & Budget 5:30 pm	24	25
26 	27 Land Con 6:00 pm Plan Dev & Trans Reg & Budget @ UW-Ext	28 Ed & Rec Reg & Budget 4:45 pm	29 Exec Cmte Reg & Budget 5:30 pm	30	31 <i>Halloween</i> 	

NOVEMBER 2014



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3	4	5	6 Board of Sup Budget Mtg 9:00 am	7	8
9 	10	11	12	13	14	15
16 	17	18 Vets Recognition Subcommittee 5:00 pm	19	20 Admin Cmte <i>Tentative</i>	21	22
23	24 Land Con Plan Dev & Trans <i>Tentative</i>	25	26 Human Svc <i>Tentative</i>	27  <i>County Board Office Closed</i>	28 <i>County Board Office Closed</i>	29
30						

BROWN COUNTY COMMITTEE MINUTES

- Board of Health (August 12, 2014)
- Human Services Board (October 9, 2014)
- Neville Public Museum Governing Board (October 13, 2014)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

PROCEEDINGS OF THE BOARD OF HEALTH MEETING
Tuesday, August 12, 2014
5:00 PM

Present: Audrey Murphy, J.J. Tibbetts, MD, Susan Paulus Smith, Harold Pfotenhauer, Joe Van Deurzen,

Staff Present: Judy Friederichs

1. CALL TO ORDER, WELCOME AND INTRODUCTIONS
2. APPROVAL / MODIFICATION OF THE AGENDA

Elimination of item 7.

MOTION: To approve the revised agenda. Van Deurzen / Pfotenhauer

MOTION CARRIED

3. APPROVAL OF MINUTES OF MAY 13, 2014

MOTION: To approve the minutes.

Dr. Tibbetts recommended a correction.

On the second page, first paragraph says "EMT" and it should say "ENT".

MOTION: To approve the minutes as corrected. Van Deurzen/Pfotenhauer

MOTION CARRIED

4. ODOR COMPLAINTS / ORDINANCE

Judy presented materials on behalf of Rob Gollman including the procedure used when we receive an odor complaint, and a graph showing total number of complaints from 2011 to the present and how many of those complaints were verified/ not verified. Judy also pointed out the different sources of the complaints.

Judy has learned that Sanimax has paid or will pay their citations. Their manager, Donn Johnson, had met with us and indicated they decided to pay the citations. Audrey asked where the money goes. Judy indicated that the health department does not directly get this money but it does go to Brown County as a whole. Donn Johnson also indicated that he needed exemptions from the health department when they do DNR required testing on some of the improvements they made. They would have to bring each system down at a time to test if it met

standards. Donn Johnson will let us know when this testing will occur; Judy thought it would be in August.

In regard to Sanimax, Dr. Tibbetts indicated this was a pleasant summer and he thinks Sanimax has done some things to make things better. Judy believes they had help from a company who also did work at Packerland.

5. CORRESPONDENCE RECEIVED: RESOLUTION FROM KEWAUNEE COUNTY

Dr. Tibbett's indicated Ron Heuer called him and asked if he would take this Resolution to the Brown County Board of Health. Ron is the chairman of the board in Kewaunee County. Kewaunee County had passed the resolution and they wanted Brown County to support it. Judy consulted with several county departments, Land Conservation, Planning and Zoning; they all felt that Kewaunee County should deal with this issue directly. Brown County had similar concerns for which a resolution was written and the county code revised; this has helped to reduce contamination issues. The change in code occurred after the animal waste contamination issue in Morrison for which this department provided water and stool testing.

Audrey suggests we do not support this resolution. They have the ability as a county to resolve this issue themselves. Joe believes each county is different in regard to their needs and protections.

MOTION: The Board of Health does not support the request and resolution of Kewaunee County Board of Supervisors. Van Deurzen/Pfotenhauer

MOTION CARRIED.

6. BUDGET PROPOSAL 2015

Program Description - Audrey asked why the cost per immunization client visit went up 12%. Judy indicated that it is more related to the costing factor of the program. Judy will check on the details for the Board. Judy indicated that the cost is closer than what it was in our 2014 estimate. Judy said that in 2013 the cost dropped down because we decided to go with appointments only. The mass clinics were expensive because we could never predict the turnout for a walk-in clinic. Since then, we can only serve those receiving state unpaid vaccine if the individuals don't have insurance. Judy indicated we have also started billing HMO's and have recovered quite a bit of the costs.

Audrey also asked about the percent of 2 years olds appropriately immunized which is dropping. Judy indicated this statistic does not just represent the individuals we immunize, but represents all the providers in the county. This is the data collection system required by the state. We have staff who are working with the providers as far as recall systems. Our department has systems to

contact clients to bring them back for immunizations and text messages to remind them of appointments.

Dr. Tibbetts asked if the mission statement had changed. Judy indicated that as part of our strategic planning, the mission statement was redone through a staff process last year.

Performance measure – The average cost per licensed establishment inspection. There are a couple components factored in as to why the rate changed. Part of the reason was due to changes in the costing of indirects. Also, the number of inspections has gone down this year due to use of a standardized record system which is more time consuming at this point. This is one reason why we requested an additional sanitarian. It is hard for the sanitarians to keep up with the state expectations.

New initiatives summary–exploring billable services for prenatal care coordination and lactation services. Judy indicated that across the state most public health agencies provide prenatal care coordination. It is a Medicaid and Badger Care Plus benefit that helps pregnant women get the support and services they need to have a healthy baby. The services include help getting needed health care, personal support, education on good eating habits/ health practices and help finding needed community services. Judy stated basically it is an access program to make sure pregnant women who are considered high risk have access to medical, social, educational and other services. In this community it has been provided by other agencies until recently. Joe Van Deurzen asked if this is a program through the state. Judy indicated the state helps fund a liaison with the HMO and we can bill back to the HMO. The problem is a number of people who aren't aware of the services that are available to them. Judy indicated we are only exploring the feasibility of this program in 2015 and we would not go into this without finding out all the details. This is not in the 2015 budget as a program. We will be exploring the whole cost- benefit picture.

The other initiative is implementing tuberculosis blood assay testing which will generate revenue through billing. The goal is to provide a more accurate and efficient alternative to the TB skin test.

Judy indicated we are proposing an additional sanitarian in 2015. Judy reviewed supporting data. We will fund most of the position with revenue from license fees.

In the past five years since the last sanitarian position was added, there have been increases in festivals, Packer game day vendors, twice annual school inspections, and implementation of a state electronic license inspection record system. There have been many changes to our environment. We have added two sanitarians since 1994, the year of the merger (1994).

Judy indicated there was a reduction in health aide salaries as part of the early rollout of the wage comparison study. There is more being contributed by employees into their fringes. Our fringe rates have been going down as well as our chargebacks. Our rent has also gone down by \$30,500. These reductions were important because our target levy was also reduced. Joe asked about the \$141,000 operation and maintenance on our indirect cost in the licensing program 2015 worksheet used to calculate the sanitarian position expenses. Judy stated that number is our non-personnel costs which relate only to licensing for all of the positions that serve that program. 16% of personnel costs represent our program expenses. Audrey pointed out the rates and fees sheet in the packet as well as the salary summary to the Board members and asked if anyone had any questions. There were none.

MOTION: To approve the budget as presented. Van Deurzen / Paulus-Smith

MOTION CARRIED

7. RESOLUTION FORWARDED BY KEWAUNEE COUNTY REQUESTING ASSISTANCE FROM THE STATE OF WISCONSIN RELATED TO THE APPLICATION OF WASTES TO SHALLOW FRACTURED BEDROCK LANDSCAPES

No discussion. No action. See item 2.

8. DIRECTOR'S REPORT
Communicable Disease Report

We had a mini pertussis and para-pertussis outbreak. Brown County had 5 cases. We did some teleconferences with the state and other affected health departments to make sure we were coordinating. It has been a couple of weeks since we had a new case.

We have a suspect TB case. Three sputum samples were collected with negative AFB. We are waiting to hear about the x ray. The individual has an 8 month child who was quantiferon negative. We will be following the situation with mother. Dr. Tibbetts asked if the Tspot was more reliable for the youngster. Judy will talk to Ann Steinberger about this.

We had an E. Coli diagnosed in a food handler who was cleared prior to working at a large family gathering.

Judy handed out fact sheets on babesiosis, anaplasmosis and ehrlichiosis. The department has received a report regarding an individual with co-infection with babesiosis and anaplasmosis.

There were several reports of respiratory illness in a long term care facility.

Recruitment Update

We have all positions filled except for the school nurse for which we are interviewing. The school nurse that moved into a different position in the department will assist until we get the new nurse on board.

Strategic planning – The department held a retreat to identify strategic issues and a vision statement as part of the strategic planning process. The issues identified were prevention and marketing. The group provided ideas on a vision statement which was finalized in a survey of staff.

Community health improvement process – the department will be doing a reassessment on November 7 at the museum. The healthcare partners need to repeat the process every three years, and the health department every five years. Thus, we will all reassess the community every three years to be able to work collaboratively and meet requirements. The last assessment was in 2010-2011.

Alcohol action group is having a breakfast on December 8th at the Bemis Center with local officials and eventually will another breakfast with state legislators.

The heroin initiative group is having an event in September at the atrium at Lambeau Field.

Quality improvement mini grant with De Pere – The department is working on a quality improvement initiative on the department's well water testing process. The intent is to streamline and simplify what seems to be a complex process currently.

Do1 Thing – preparedness project – the health departments in Brown County are working with Emergency Management on this project which was launched in June. The public launch is September 3rd at the Farmers Market. There was a jumbotron (tundravisio) presentation regarding the project at Packers Family Day featuring community leaders talking about the value of doing 1 thing to prepare yourself. The next strategy is to work with businesses to promote the project. Shopko, Festival Foods and the Packers are involved, to name a few.

Judy talked about the Biohazard Detection System (BDS) drill at Howard. BDS is a system that tests for anthrax at the post office when mail is processed. Dr. Tibbetts believed the drill went well. There is a response procedure for the US Postal Service and First Responders once the BDS alarm is activated. Our role is following up with employees and family members. We have medication for employees which is stockpiled to cover the first ten days while confirmatory testing is completed. There are exercises periodically, some are table top and this year was a full scale exercise. Our department's objective was to test the setup in a new medication distribution site (Howard Village Hall) because NWTC was no longer available. Dr. Tibbetts only concern was having to use the

elevator to go to the second floor. Judy also did a presentation to the postal employees regarding the health department's response to an alarm activation.

Judy talked about the idea of our department going to Sophie Beaumont. The department had a list of concerns which resulted in facilities giving us an updated floor diagram. The managers need to go over the diagram and see how the floor plan would work for us. It is pretty certain that Family Care will move sometime in 2015. Dr. Tibbetts asked what would happen to WIC if we moved. Judy indicated they would move with us if we stayed on the west side because they already have an office on the east side. They have been a good partner to us as we share some of the same clientele.

Chapter 140 audit is on December 15th in the afternoon.

We are going to be looking at our auto attendant system. Technology Services is going to be meeting with us as to what our issues are and ways to improve the system.

9. ALL OTHER BUSINESS AUTHORIZED BY LAW

Audrey asked Dr. Tibbetts if he has received any response to the letter we sent out to the medical community. Dr. Tibbetts has not received any communications. Susan said there was a nurse from Prevea who commented that she had read the letter. Dr. Tibbetts sent a very similar letter to three newspapers in Wrightstown, Denmark and Brillion. Susan Ashley sent out a flyer that was hand delivered to about 400 in the Glenmore community and others which had other pertinent information. A copy of the flyer is in the binders. Included was contact information for Susan, Dave Enz and Dr. Tibbetts. No one contacted Dr. Tibbetts, but there were other discussions by people in the Glenmore area in response to the flyer. Dr. Tibbetts did not contact the medical directors to find out if they sent that information out. Audrey asked if we sent a copy to the State. Judy asked if she should send to Mark Warner at the State. The board agreed to send him the letter.

Dr. Tibbetts passed out binders to everyone. There is a lot of information in the binder and Dr. Tibbetts highlighted the request and Rick James' conclusion.

Second part is expert testimony. Lynne Knuth Ph.D. is a local biologist and she did some testimony to the PSC (Public Service Commission) which was very powerful. The personal accounts are mostly the affidavits. The Shirley Wind Study is the last section in the binder.

Dr. Tibbetts indicated Rick James was here about a month ago and Dr. Tibbetts, Dave Enz and Susan Ashley met with him trying to see if the data from the micro-barometers stood up to the equipment he has. The micro-barometer is about \$500 and anyone can be trained on this. The sophisticated equipment Rick

brought costs about \$15,000. Dr. Tibbetts indicated the micro-barometer matched up well with the sophisticated equipment. It will measure the infrasound low frequency noise (ILFN). Susan and Dave have found measureable ILFN at 6.2 miles in a home. No one in that household has symptoms. Dr. Tibbetts emphasized the first document should be read.

Dr. Tibbetts would like the Board to have a special meeting. It was decided that the Board would meet September 9, 2014 for a review and discussion regarding this additional wind turbine information.

10. ADJOURNMENT / NEXT MEETING SCHEDULE: SEPTEMBER 9, 2014

MOTION: To adjourn at 7:22 PM

Van Deurzen / Tibbetts

MOTION CARRIED

PROCEEDINGS OF THE BROWN COUNTY HUMAN SERVICES BOARD

Pursuant to Section 19.84 Wis. Stats, a regular meeting of the **Brown County Human Services Board** was held on Thursday, October 9, 2014 in Board Room A of the Sophie Beaumont Building – 111 North Jefferson Street, Green Bay, WI

Present: Chairman Tom Lund
Craig Huxford, Carole Andrews, John Van Dyck, Bill Clancy, Paula Laundrie,
Helen Smits

Excused: Susan Hyland, JoAnn Grashberger

Also

Present: Jeremy Kral, Executive Director
Nancy Fennema, Director of Community Programs
Roberta Morschauser, Hospital & Nursing Home Administrator
Tim Schmitt, Finance Manager
Cherie Bastian, Director of Nursing Home
Mark VandenHoogen, Shelter Care Supervisor

1. Call Meeting to Order:

The meeting was called to order by Chairman Tom Lund at 5:15 pm.

2. Approve/Modify Agenda:

LAUNDRIE/ANDREWS moved to approve the agenda.
The motion was passed unanimously.

3. Approve Minutes of September 11, 2014 Human Services Board Meeting:

CLANCY/HUXFORD moved to approve the minutes dated September 11, 2014.
The motion was passed unanimously.

4. Executive Director's Report

Executive Director Jeremy Kral presented and handed a written report to the board (attached).

Kral wanted to make sure county board representatives were aware that our 2015 budget presumed a March 1st start date for Family Care expansion and that we will be starting later than that if approved. We did build the budget to be as modular and flexible as possible but wanted to point that out.

Q: Chairman Lund asked if it would save us money to go into Family Care late in the year.

A: Kral stated that it will be less expense for 2015 but we will end up paying more at the end of the five year plan period, so it is essentially a shifting of costs from the 2015 budget to 5 years later.

Q: Chairman Lund asked why two MCOs were chosen.

A: Kral stated that he is not aware as to why there were two selected by the state but he envisions the client caseload will be split between the MCOs. The clients will be giving a choice of which MCO to utilize.

County Board Member Van Dyck entered at 5:25 p.m.

Q: Citizen Board Member Laundrie asked if the clients will stay in the county for services or be moved out of county.

A: Kral stated that most clients will continue to be served in the county. It is more common that people receive services in their home versus out of the home. When they do need to access substitute care, we seldom need to place people out of the county; most of the time their needs can be met here.

Q: Chairman Lund asked where the MCO offices will be located.

A: Kral stated we do not know yet as their will be some operational aspects to be figured out by having two MCOs.

Q: County Board Member Van Dyck asked if there is a specific date for cutover.

A: Kral stated that we originally were planning on March 1st but our rollover date would be later than that. The Joint Finance Committee needs to meet and give its approval prior to expansion proceeding. Our roll-over date will be later than March 1st.

Q: County Board Member Van Dyck asked if we are replacing the staff who are leaving and how far we can go before it affects services.

A: Kral stated we are replacing FTE positions with LTE positions. We are bringing in LTEs without the promise of permanent employment, given the situation. We have been able to mostly maintain adequate hours of personnel time but we are losing institutional knowledge as key personnel have moved to other employment.

County Board Member Van Dyck stated that if we reach a point where service starts to be affected, maybe we can offer something to staff for staying on until the end similar to the private sector. We may want to consider it as a way to better serve the community and public. Chairman Lund stated that in the private sector, some people will not change jobs and will stay until the last day and figure out their options in doing that. With regular turnover, there should be some full-time positions open in the county.

Q: Citizen Board Member Laundrie asked if we will ensure there is solid mentoring down for the LTE staff coming in to provide services.

A: Kral stated that our experienced staff are being relied on to assist the LTEs and have been very helpful with that assistance.

Q: Citizen Board Member Huxford asked if it is customary state-wide to have two MCOs due the same service.

A: Kral stated in the past, there has generally been one MCO at the beginning and a second joins in five years later. It is unknown as to why this procurement differs from history. Citizen Board Member Andrews stated that you need to have the number of clients to make it work. Once they obtain those numbers, then they feel free to bring in competition. She stated there must be enough clients in the area to have two MCOs operate right away.

Q: County Board Member Clancy asked if we have a buyout for any employees who are within a year of retiring.

A: Kral stated at this point, we haven't offered special incentives. The reason for that is that it could be debated as to the legality and allowability for charging such fees to the program funding. We are hopeful that people will have the opportunity to find other positions, within the county or MCO if possible.

Q: Chairman Lund asked if the county will assist in the transition.

A: Kral stated we are interested in helping our current employees connect with MCOs to keep working in their field. We have the Department of Workforce Development coming in next week and are trying to share information and be supportive of peoples' needs.

LAUNDRIE /ANDREWS moved to receive and place on file.
Motion was carried unanimously.

5. Shelter Care Update.

Shelter Care Supervisor Mark VandenHoogen gave an overview of shelter care. Shelter Care is a short term facility that works with males and females ages 10 to 17 who are placed through the juvenile court system. Some of them have committed delinquent acts and some come from an unsafe home environment. We do take out of county clients but we meet the needs of Brown County children first. Shelter Care provides a structured environment with different activities including daily living skills and has supportive mentors to put children in a better path than when they came in. VandenHoogen stated that in the last year, independent living was brought in house and has made vast improvements.

Q: Chairman Lund asked if shelter care residents go to their own schools and how transportation is arranged.

A: VandenHoogen stated that most residents go to their own school during the day. If students are not eligible to go to their own school, we bring in a teacher on-site to assist. Residents mostly use public transportation as there is a bus stop in front of the building.

Q: Chairman Lund asked what the average stay is for a child.

A: VandenHoogen stated that we are averaging 10 days per stay this year. Children can stay from an hour up to 60 days depending on the circumstances.

Q: Citizen Board Member Laundrie asked what we use to teach life skills and what is the background of the staff working at Shelter Care.

A: VandenHoogen stated there is not a set model we use and instead, assess the needs of each client individually. The Independent Living Program does have a specific assessment utilized. As far as background for staff, they are degreed individuals and many are teachers or have worked in after school programs.

Q: County Board Member Clancy asked if the home situation on which children get removed gets assessed while the child is at Shelter Care.

A: VandenHoogen stated that when a child is placed during a child protection situation, the home environment will be assessed while the child is removed from care.

Q: Citizen Board Member Huxford asked what the maximum capacity and the average daily capacity is at the Shelter Care facility.

A: VandenHoogen stated we can have up to twenty kids. The average daily capacity this year has been 12.

Q: County Board Member Van Dyck asked what kind of repetition we see as far as kids returning multiple times.

A: VandenHoogen stated that we do see a lot of the same kids at different points and it goes it waves. Our goal is to get kids into a good situation/environment.

HUXFORD/SMITS moved to receive and place on file.

Motion was carried unanimously.

6. Financial Report

Finance Manager Tim Schmitt had submitted a written report with the board packet agenda.

Q: Chairman Lund asked if we added levy to the CTC budget for 2015.

A: Kral stated that we did not add levy as we have made staffing reductions to help us balance the budget. This has been the first year operating the Bay Haven CBRF and 2014 revenue was overestimated. Our budget for next year is more accurate as it is based on a census of 6 per day. The \$400,000 deficit this year is significant (although a reduction from last year). The 2015 budget is built to break even. Morschauer added that we working to utilize the CBRF to its full capacity and utilization is up 10% from last month.

Q: Citizen Board Member Laundrie asked about the new vendor contracts for respite services and wanted to know where the clients come from and how the respite personnel are trained.

A: Kral stated that respite is a viable resource for a variety of needs. Lana Cheslock and Lori Weaver would be the subject matter experts on it. The necessary training is program specific and different for each unit.

Q: Citizen Board Member Laundrie noted that we are giving Macht Village one million dollars and asked what kind of hard data we collect to see if our funding is being utilized efficiently and if we have outcome measurements.

A: Kral stated that contract amounts are 'not to exceed' amounts and what we actually pay depends on services rendered on. The particular clientele Macht Village serves is very difficult and a lot is required of that vendor just to keep clients safe. Fennema added that we do have individual service plan outcomes that are monitored.

Citizen Board Member Laundrie stated that she would like to know what services some of the vendors are providing. Chairman Lund asked that we create high-level breakdown of what services each provider delivers. This request will be fulfilled and Kral also stated that he has a glossary for Human Services acronyms and will share that with the group.

VAN DYCK/ANDREWS moved to receive and place on file.

Motion was carried unanimously.

7. Statistical Reports:

Please refer to the packet which includes this information.

8. Approval for New Non-Continuous Vendor:

Please refer to the packet which includes this information.

9. Request for New Vendor Contract:

Please refer to the packet which includes this information.

10. Other Matters:

Next Meeting: Thursday, November 13, 2014
5:15 p.m. – Sophie Beaumont Building, Board Room A

11. Adjourn Business Meeting:

ANDREWS/LAUNDRIE moved to adjourn; motion passed unanimously. Chairman Lund adjourned the meeting at 6:13 p.m.

Respectfully Submitted,

Kara Navin
Recording Secretary

Brown County Human Services

Executive Director's Report to the Human Services Committee

October 9, 2014

Good Evening Committee Members:

On September 22, 2014 the Wisconsin Department of Health Services made the announcement of the Family Care Managed Care Organizations (MCOs) that were selected to serve our expansion region. The selected MCOs are Lakeland Care District and Care Wisconsin. Each of these MCOs has been functioning for several years and our department is looking forward to working with their organizations in earnest on the transition into managed long term care. In addition, TMG was selected to provide the IRIS program in our region. IRIS is a long term care option for people who choose to self-direct their care plans. The next step in moving toward managed long term care expansion is approval of the contracts with those entities by the Joint Committee on Finance. The issue was on the agenda for that committee at a recently cancelled meeting, and the rescheduled date is not yet known. All ADRC, MCO, and county agencies in the region have been given guidance to await action on the contracts by the Joint Committee on Finance before proceeding with transition planning.

There is not a formal date for managed long term care transition for our region. Brown County Human Services is no longer working toward a transition date of March 1, 2015 which we had been tentatively shooting for. If the JFC approves the contracts, planning would be implemented according to the dates that have been mutually determined between Wisconsin Department of Health Services, Aging and Disability Resource Center of Brown County, MCOs and this department.

Several weeks ago our department's management team began active collaborations with the Aging and Disability Resource Center management team around our shared interests in a successful transition. We are very pleased with the results so far and look forward to strengthening and advancing the two agencies' collegiality and collaboration.

Also related to managed long term care transition, this department has begun to experience personnel changing employers because of the transition and associated reduction of county long-term care positions. In the past several months, eight workers have chosen to pursue employment elsewhere. With the discussion of transition, it has been anticipated that a portion of the workforce would choose this option. We value the contributions of those who have chosen to move on, and continue to value the ongoing work of those who remain with the department serving our clients and community. For the period between now and managed long term care expansion, vacated full-time positions are being refilled with limited-term employees because we are aware that the positions are not permanent.

Long term care, economic support, and business unit personnel have been very helpful in bringing forward concerns and participating in a workgroup to communicate both their needs, and those of clients during this transition period.

Respectfully Submitted By:



Jeremy Kral
Executive Director

**PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM
GOVERNING BOARD**

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, October 13, 2014 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Bernie Erickson, Tom Sieber, Kramer Rock, Sandy Juno, and
Diane Ford
ALSO PRESENT: Beth Lemke and Kasha Huntowski

CALL MEETING TO ORDER

1. Vice Chairman Erickson called the meeting to order at 4:36PM.
2. APPROVE/MODIFY AGNEDA

Motion made by Tom Seiber and seconded by Diane Ford to approve the agenda.
Vote taken.

MOTION APPROVED UNANIMOUSLY.

3. Museum Directors Report. August 2014 admission revenue was slightly above a 5 year average for the Neville Public Museum. At the time of this report September 2014 admission revenue is on target with a 4 year average.

RFP review is complete and the team has selected Metacomm from Green Bay. Work will take place this quarter.

The Deputy Director recruitment has closed. 20 candidates applied—the top 5 will be interviewed October 30, 2014.

The WRS Security contract ends 10/31/14. NPM has entered into a contract with Premier Solutions—the new contract is 10/1/14-12/31/15. Orientation for the new contracted staff at the admissions desk is taking place. Three candidates are onboard and we are working with Premier to fill last open shift.

The Museum Director will review the Packers Home Game schedule and make recommendations for Monday hours based on travel opportunities and visitors staying in town into Monday afternoon/evening.

Discussion ensued, no action taken.

4. Museum 2015 County Budget: The 2015 County budget is progressing. The focus on the conversation was largely centered on the marketing and promotion

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of 2015 exhibits and programs. Supervisor Seiber offered to look into costs of promotion for the summer and fall exhibit rentals by television media. Discussion ensued, action taken by Supervisor Seiber and Museum Director.

5. Such other matters as authorized by law:
Next meeting of the Neville Public Museum Governing Board will be Monday, November 10, 2014 at 4:30pm.
6. Adjournment. Motion to adjourn made at 5:35 by Kramer Rock seconded by Tom Seiber. Vote taken.
MOTION APPROVED UNANIMOUSLY